INTRODUCTION

This manual outlines the policies and procedures of the Family Drug Treatment Court (FDTC) for the Twenty-third Judicial Circuit. As the program develops, policies and procedures are subject to revision. Amendments and revisions to the FDTC program will be reflected in this manual

MISSION STATEMENT

The Family Drug Treatment Court will promote safe and permanent homes for children by joining with community partners to provide comprehensive assessment and strength-based treatment through specialized docketing and judicial monitoring of treatment compliance and parental sobriety and responsibility.

FAMILY DRUG TREATMENT COURT MODEL

Family drug court links child protective services, community treatment providers, and the court in efforts to coordinate the services needed to restore parents' sobriety and provide for the permanence, safety and well-being of their children. The family drug court monitors parents' progress in their underlying dependency case, focusing on individualized substance abuse intervention. The Jefferson County FDTC was designed using the principles set forth in the 10 Key Components of drug courts as identified by the Office of Justice Programs:

- Drug courts integrate alcohol and other drug treatment services with justice system case processing.
- Using a nonadversarial approach, prosecution and defense counsel promote public safety while protecting participants' due process rights.
- Eligible participants are identified early and promptly placed in the drug court program
- Drug courts provide access to a continuum of alcohol, drug, and other related treatment and rehabilitation services.
- Abstinence is monitored by frequent alcohol and other drug testing.
- A coordinated strategy governs drug court responses to participants' compliance.
- Ongoing judicial intervention with each drug court participant is essential.
- Monitoring and evaluation measure the achievement of program goals and gauge effectiveness.
- Continuing interdisciplinary education promotes effective drug court planning, implementation, and operation.
- Forging partnerships among drug courts, public agencies, and community-based organizations generates local support and enhances drug court program effectiveness.

By utilizing a family drug treatment court team approach, FDTC hopes to implement a program with high accountability for participants and service providers alike, to overcome problems with fragmented case-planning and inconsistent communication among children's services, treatment providers, parents and the court.

PROGRAM DEVELOPMENT AND IMPLEMENTATION

In January 2004, the Twenty-third Judicial Circuit began a family drug court on a pilot basis by referring dependency cases from the traditional juvenile justice system to a Parental Substance Abuse Court. This court was based on the drug court model and was to provide a more focused and coordinated approach to parental substance abuse. In an effort to better enhance this approach a Family Drug Treatment Court Planning Team was formed. The team in its planning efforts participated in federal Drug Court Planning Initiative Training in 2005. The planning team consisted of a dedicated group of professionals who invested a great deal of time and effort in working toward an effective FDTC program for their community. Those individuals are recognized for their leadership and dedication and are as follows:

Glenda Bequette, Jefferson County Drug Court clerk John Brodie, Comtrea, Inc. Kris Detmer, Family Court Coordinator Bill Dodson, Guardian Ad Litem Bianca Eden, Parent Attorney Representative Linda Grebe, Children's Division Bettie Haug, Juvenile Office Patricia Riehl, Drug court Commissioner Florence Weltin, Attorney for the Juvenile Office

PROGRAM GOALS

Permanence, child safety, and well-being are the primary goals of FDTC. Emphasis is placed on parental sobriety and reduced recidivism of child abuse and neglect. Specific program goals, with their accompanying performance measures include:

Goal #1: Children whose parents successfully participate in FDTC will spend fewer days in out-of-home care than those whose parents with substance abuse issues who do not participate in FDTC.

Performance Measure #1: Number of days children are in out-of-home care, number of parents with substance abuse issues, with a comparison between FDTC participants and those who did not choose FDTC as an option.

Goal #2: In order to successfully complete the FDTC program, participants must remain drug and alcohol free a minimum of three consecutive months while in Level IV of the program.

Performance Measure #2: Number of and timeframe for consecutive clean drug and alcohol tests for FDTC participants.

Goal #3: FDTC participants will not have any new filings of abuse/neglect related to parental substance abuse while participating in and 12 months post completion of the FDTC program.

Performance Measure #3: Number of and timeframe for probable-cause child abuse or neglect filings for current FDTC participants and one-year post completion of program.

ROLES AND RESPONSIBILITIES OF FDTC TEAM MEMBERS

JUVENILE COURT JUDGE

The Juvenile Court Judge exercises supervisory authority over all juvenile cases assigned to the FDTC, assists in establishing policies and procedures of the FDTC program, and counter-signs all necessary court orders emanating from the FDTC.

DRUG COURT COMMISSIONER

The Drug Court Commissioner attends all FDTC admission and pre-court staffings, enters court orders at FDTC hearings, imposes sanctions and incentives to participants, orients new participants to make sure they understand the rules and sanctions of the program, establishes and reinforces treatment throughout frequent court appearances. The Commissioner presides over the hearings in the underlying dependency case and is the team leader of the FDTC planning committee.

DRUG COURT COORDINATOR/COURT CLERK

The FDTC coordinator conducts eligibility screenings with parents identified as potential FDTC participants and explains the FDTC program to them. The coordinator schedules and facilitates FDTC admission and pre court staffings, then attends and assists with FDTC hearings. The coordinator in conjunction with the court clerk maintains courts files for the FDTC participants, collects data, and prepares reports for submission to funding sources and the planning team. The coordinator ensures that team members follow program policies and procedures, monitors service provider agreements and related contracts at the direction of the Judge/Commissioner. The coordinator in conjunction with the court clerk prepares the annual budget and pursues funding opportunities. The coordinator plans and facilitates FDTC planning committee meetings and coordinates training for the drug court team.

CHILDREN'S DIVISION CASEWORKER/SUPERVISOR

The Jefferson County Children's Division has a specified number of dedicated caseworkers assigned to the FDTC. The caseworker facilitates family support team meetings and coordinates services in the underlying dependency case. The caseworker attends all FDTC proceedings and submits written reports on the parents' progress and compliance as well as the children's progress and well-being. The caseworker directs the

participant to drug test and participates in treatment planning; directing the participant to appropriate services when needed. The caseworker conducts home visits and monitors children's placements. The caseworker attends and submits written reports for all hearings in the underlying dependency case. The caseworker completes documentation requirements and data collection reports. The supervisor exercises supervisory control over the caseworker in monitoring the caseworker while in the FDTC.

TREATMENT PROVIDER

Upon the determination that a parent is eligible to participate in FDTC, the treatment provider will provide a full substance abuse assessment. Treatment providers will conduct those assessments and provide recommendations for appropriate levels of care for substance abuse treatment within the specific time lines established in the contracts and working agreements between the court and treatment agency. Treatment providers will access collateral information from the caseworker, juvenile office or FDTC coordinator in order to conduct a through assessment. At least one representative from each treatment agency will attend FDTC admission, staffings and hearings. Treatment providers will provide written reports concerning a participants progress in treatment and compliance with treatment plans, including treatment attendance and results of drug tests. Providers will issue recommendations in staffings and hearings regarding participants' treatment needs. Treatment providers will complete required data collection documents. All treatment providers will be certified by the Missouri Department of Mental Health.

DEPUTY JUVENILE OFFICER

Deputy juvenile officers (DJO), acting on behalf of the Juvenile Officer, receives written reports of abuse and neglect, primarily from the Children's Division. If the Juvenile Officer, by legal counsel, files an application for protective order and petition containing allegations of abuse/neglect due to parental substance abuse issues, the DJO provides referral information to the FDTC Coordinator. The DJO participates in the dependency case by participating in the family support team meetings and court hearings, and may attend FDTC staffings and status review hearings.

JUVENILE OFFICE ATTORNEY

The attorney for the Juvenile Office represents the legal interests of Jefferson County by monitoring, assessing, and resolving issues that might arise in FDTC. The attorney for the Juvenile Office establishes effective methods of communication with other attorneys involved in the FDTC process to elicit results best suited to each parties' needs within the drug court system. The juvenile office attorney reviews legal documents, implements court orders, and oversees legal ramifications of any court-related activity.

GUARDIAN AD LITEM

The guardian ad litem (GAL) represents the child's interest in the FDTC program. The Juvenile Judge appoints a GAL in every case involving an abused or neglected child

which results in a judicial proceeding to appear for and represent the child. The GAL representative on the FDTC team does not represent every child, whose parents are participating in FDCT, however, the FDTC GAL does relay information back to the child's court appointed GAL and act as a conduit for information between the team and the court appointed GAL. The GAL attends staffings and hearings in the FDTC. The court appointed GAL may attend staffings, and does attend family support team meetings, and hearings in the underlying dependency case.

PARENT ATTORNEY

Parents who have children placed into protective custody have either retained or court-appointed counsel unless they waive the right to an attorney. The parent attorney representative on the FDTC team does not represent every parent that participates in the FDTC program, however, the parent attorney representative does represent all parents' interests generally in the program. They may refer a parent for counsel if necessary at anytime in the process or may refer the parent to contact their attorney if required. Parent attorneys should encourage the parents to cooperate in treatment and support sanctions when warranted and necessary.

RESEARCHER/EVALUATOR/MIS SPECIALIST

This person assists in identifying data to be collected to evaluate process and outcomes of the FDTC, collects information with and independent of the FDTC and provides analysis of process and outcome with recommendations to enhance the operation of the FDTC program.

SERVICES

SUBSTANCE ABUSE SERVICES

The court's treatment philosophy views chemical dependency/addiction as a biopsychosocial illness that is primary, chronic, and progressive. Treatment interventions include individual, group, and family therapy. Specific treatment modalities are medical/social detoxification, motivational interviewing, family systems therapy, cognitive-behavioral therapy, rational emotive therapy, psychoeducational groups, 12-step orientation, recreation therapy and case management.

FDTC has partnered with community-based treatment providers that are certified by the Missouri Department of Mental Health to provide substance abuse treatment services for parents through the PR+ program. These providers will conduct substance abuse assessments utilizing the Individualized Standardized Assessment Protocol (ISAP). The ISAP assesses medical, HIV/STD/TB risk, substance abuse and treatment history, employment, education, family history, psychological, parenting, housing, life skills, community support, and transportation. Treatment providers will give a diagnostic impression of substance abuse and dependence by conducting a clinical interview and administering a web-based outcomes assessment tool, which yields a quantifiable

Addiction Severity Index (ASI) level and a multiaxial DSM-IV classification. They determine level of care placements by assessing the participant's need for treatment intensity and structure. Treatment providers will schedule assessments within three weeks of receiving a referral from the FDTC coordinator/gatekeeper.

Individualized treatment plans are initiated for each participant and family immediately upon admission to treatment. Counselors assist families in identifying and prioritizing their strengths, needs and treatment goals while incorporating those goals that are Court mandated. Participant's plans continue to develop throughout treatment to reflect their changing needs as they progress in recovery. Of particular concern to FDTC treatment providers are family dynamics and parent-child interaction. To that end, the treatment agencies provide family therapy and family-centered programs that include parenting issues in recovery. Treatment and Children's Division plans are coordinated during collaboration in FDTC staffings and ongoing contact.

Treatment providers work with families to develop aftercare plans. Participants are expected to play active roles in establishing these plans, as they identify the agencies and types of services they will utilize. Extended families, too, are encouraged to participate in recognizing how they will support their family member's sobriety, respond to signs of relapse, and take measures to ensure child safety by attending an educational program and cooperating with treatment goals. Participants will develop a relapse prevention plan that will include a child safety plan. These plans will be developed in treatment and will be presented to the Court.

CHILD PROTECTIVE SERVICES

The Jefferson County Children's Division provides child protective services for FDTC cases and had a specified number of caseworkers assigned to the program. CPS provides assessment and case management services. CPS assesses child and family functioning, evaluates child safety, parenting skills, physical and mental health, maltreatment history, domestic violence, child and family strengths, and collateral information from other sources or agencies. CPS supervises children in out of home placements.

CPS works to develop aftercare and safety plans with families. They monitor visitation between the children and parents. They also monitor reunification and coordinate referrals for continued family-centered support.

STAFFINGS AND STATUS REVIEW HEARINGS

FDTC will hold staffings before all scheduled status review hearings to review families' progress. Representatives from the CPS and treatment providers are expected to attend all staffings and status reviews. In addition, staffings include the Judge/Commissioner, drug court coordinator, GAL, parent's attorney, and representative from the juvenile office.

CPS and treatment providers shall submit brief, written status reports to the team at each staffing. Status reports will include at a minimum: updated information about substance abuse activities, program attendance, drug test results, visitation and interaction with children, children's functioning, recommendations, and participation in any collateral services.

Initially drug court status review hearings are held weekly to utilize the crisis period of children's removal from the home as an impetus for behavior change in parents. The entire FDTC team attends the status review hearings to illustrate a united approach in interventions with the family. Interaction is chiefly between the court and parents in FDT status review hearings, but other parties may participate as well.

There is continuity between the FDTC and dependency proceedings, as both are heard before the same judicial officer. Ideally, cases will be closed when parents successfully complete FDTC and achieve reunification with their children. This involves drug court compliance and successful achievement of dependency-case requirements. Voluntary termination of parental rights, legal guardianships, and independent living arrangements will also be considered successful drug court outcomes.

ELIGIBILITY

Parents are eligible for FDTC when a child protection case is filed in Jefferson County and the petition contains an allegation of child maltreatment resulting from parental substance abuse. There are no eligibility criteria based on children's characteristics. Potential participant information is presented to the drug court team at staffings and the team approves admissions to the program. There are some criteria that make parents ineligible to participate in the program. Case eligibility and ineligibility criteria are outlined below:

CASE ELIGIBLE TO PARTICIPATE IN FDTC

- Parent is a resident of Jefferson County (subject to team review).
- Parent is 18 years of age or older.
- Parent consents to juvenile court jurisdiction and/or transfer to drug court.
- Parent agrees to voluntarily participate in the FDTC program.
- Parent is able to secure transportation to access services and to meet program requirements.
- ♦ Abuse/Neglect petition is filed alleging substance abuse.
- Parent has the cognitive ability to participate in the program.

CASE INELIGIBLE TO PARTICIPATE IN FDTC

- ♦ Parent is deemed a violent offender as defined by federal law or regulation. *
- Parent has committed sexual abuse as defined by House Bill 1453.

- Parent has committed serious physical abuse of a child as defined by state statute.
- Parent has had a diagnosis of serious mental illness with long-term history of non-compliance with treatment.
- Parent is experiencing severe and/or terminal medical issues which would prevent full participation in the program (subject to team review).
- Child is in foster care/out-of-home placement at the time of the permanency hearing in the underlying dependency case (subject to team review).
- * Per Federal Guidelines, a "violent offender" is defined as a person who either:
- 1. Is charged with or convicted of an offense during the course of which:
 - A. The person carried, possessed, or used a firearm or another dangerous weapon.
 - B. There occurred the use of force against the person of another.
 - C. There occurred the death of or serious bodily injury to, any person, without regard to whether any of the circumstances described above is an element of the offense or conduct of which or for which the person is charged or convicted.
- 2. Has one or more prior convictions of a felony crime of violence involving the use or attempted use of force against a person with the intent to cause death or serious bodily harm.

SCREENING PROCESS

The screening process shall be performed by the drug court coordinator or a person designated by the Judge/Commissioner. This person shall be referred to as the gatekeeper. The purpose of screening is to introduce the potential participant to the drug court program and to refer all eligible cases for an assessment.

After a dependency petition has been filed in the Juvenile Court alleging parental substance abuse, the DJO shall notify the gatekeeper of the filing. The gatekeeper will contact the prosecuting attorney, who will inform the gatekeeper what, if any, felony criminal charges may be filed. The prosecuting attorney will also inform the gatekeeper whether or not the FDTC participant would be eligible to receive probation in the event that felony criminal charges are filed. If the prosecuting attorney cannot make that determination during the initial screening process, he/she will inform the FDTC team as soon as the determination is made.

At the time that the protective custody hearing is held (within 72 hours) the gatekeeper will make an appointment for screening with the parents. At that appointment the gatekeeper will explain the FDTC program to the parents and will screen the parents for the program using screening forms and tools developed by the team.

If the gatekeeper determines that the case is eligible for FDTC she will contact the treatment provider with the parent to set an appointment for an assessment. The gatekeeper will also have the parent execute the required release forms. The gatekeeper will also send to the treatment provider any collateral information regarding the parent prior to the assessment appointment to enable the treatment provider to conduct a more comprehensive assessment.

If at that point the parent refuses to participate in the process, drug court will also be offered to the parent at the family support team meeting by the DJO and again by the gatekeeper at first hearing and at every family support team meeting throughout the case until permanency. If at that time the parent agrees to participate in FDTC, then the Juvenile Court Judge will refer the parent to drug court to determine eligibility.

If the parent agrees to participate in FDTC, an assessment by the treatment provider occurs or if the participant fails to appear for the assessment, the treatment provider notifies the gatekeeper of the missed appointment and the gatekeeper will contact the parents to re-set the appointment. Once the assessment is completed it will be forwarded to the gatekeeper. The gatekeeper will present the assessment and its recommendations to the team for the participant's formal acceptance into the program. Once accepted into the program the participant is given a court date to appear for orientation and signs a contract for participation.

The Juvenile Court Judge transfers the underlying dependency case to drug court for further hearings.

LEVELS OF TREATMENT

The FDTC program is divided into four treatment levels. FDTC will closely monitor participants as they undergo alcohol and drug treatment and work to reunify with their children. The team reviews criteria outlined in the court's treatment level structure to determine increases or decreased in status review hearings. General criteria include participant's sobriety, progress in treatment and their dependency case, healthy interaction with their children, compliance with court orders, payment of court fees, and team recommendation. Each of the levels of treatment and their expectations are outlined as follows:

LEVEL ONE—INTENSIVE—FIRST THROUGH THIRD MONTH

Goals of Level One

- Substance Abuse Assessment
- Participation in community-based treatment
- Detoxification and abstinence
- Assessment and referrals for additional services
- Assessment of children's needs
- Develop dependency-case treatment plan
- Pay all FDTC fees

Expectations of Level One

- Participate in treatment process as recommended by the drug court team
- Appear in court weekly

- Random drug testing
- Comply with all court orders
- Attend self-help groups as recommended by the drug court team
- Visit and support children while they are in out-of-home care
- Follow dependency-case treatment plan
- Cooperate with case manager and other service providers
- Attend all Family Support Team Meetings
- Attend all court hearings for the dependency case

Advancement Requirements

- Thirty days sobriety
- Regular court appearances
- Regular visitation with children
- Progress with dependency-case treatment plan
- Compliance with court-ordered sanctions
- Program fees are current
- Thirty days with no major sanction
- Team recommendation

LEVEL TWO—LESS INTENSIVE—THIRD THROUGH SIXTH MONTH

Goals of Level Two

- Continued abstinence
- Follow continuing treatment plan
- Begin other services as determined by assessments and the drug court team
- Develop educational and vocational goals
- Develop parenting skills
- Improve interaction with children
- Seek stable housing
- Obtain a sponsor and verify weekly contact
- Pay all FDTC fees

Expectations of Level Two

- Continued participation in the treatment process as recommended by the drug court team
- Appear in court weekly
- Random drug testing
- Comply with all court orders
- Attend self-help groups as recommended by the drug court team
- Visit and support children while they are in out-of-home care
- Follow dependency-case treatment plan

- Cooperate with case manager and other service providers
- Attend Family Support Team Meetings
- Attend all court hearings for the dependency case
- Attend Court approved parenting classes

Advancement Requirements

- Forty-five days sobriety
- Regular court appearances
- Regular visitation with children
- Progress with treatment and dependency-case goals
- Compliance with court-ordered sanctions
- Program fees are current
- Sixty days with no major sanction
- Team recommendation

LEVEL THREE—TRANSITION—SIXTH THROUGH NINTH

Goals of Level Three

- Continued Abstinence
- Follow continuing treatment plan
- Develop a relapse prevention plan with treatment provider and present it to the team
- Educational or vocational training or employment
- Demonstrate parenting skills
- Stable housing
- Healthy interaction with children
- Develop aftercare plan
- Reunification with children
- Pay all program fees

Expectation of Level Three

- Attend treatment/aftercare
- Appear in court bi-weekly
- Random drug testing
- Comply with all court orders
- Attend self-help groups as recommended by the drug court team
- Reunify with children
- Keep children safe and free from abuse and neglect
- Participate in educational or vocational training or maintain employment
- Cooperate with case manager and other service providers
- Attend all Family Support Team Meetings
- Attend all court hearings for the dependency case

- Pay all program fees
- Complete Court approved parenting classes

Advancement Requirements

- Sixty days sobriety
- Regular court appearances
- Progress with treatment and dependency case goals
- Compliance with court-ordered sanctions
- Program fees are current
- Ninety days with no major sanction
- Team recommendation

LEVEL FOUR—AFTERCARE—NINTH THROUGH TWELEVETH MONTH

Goals of Level Four

- Continued abstinence
- Follow continuing treatment plan
- Follow relapse prevention plan including safety plan for children
- Maintain educational or vocational training and/or employment
- Maintain stable housing
- Continue to demonstrate stable parenting skills
- Continued healthy interaction with children
- Payment of all FDTC fees

Expectations of Level Four

- Participation in treatment/aftercare process as determined by the drug court team
- Appear in court as directed by the drug court team
- Random drug testing
- Compliance with all court orders
- Attend self-help meetings as recommended by the drug court team
- Maintain reunification with children
- Continue to keep children safe and free from abuse and neglect
- Continue to participate in educational or vocational training or maintain employment
- Cooperate with case manager and other service providers
- Attend all Family Support Team Meetings
- Attend all court hearings for the dependency case
- Pay all program fees

GRADUATION REQUIREMENTS

- □ Abstinence throughout Level Four
- □ Successful discharge from a substance abuse treatment program

- Documented participation in an aftercare program
- □ Attain stable housing
- □ Resolve restitution (program fees, community service)
- □ Resolve any outstanding warrants
- □ Maintain support system, relapse prevention plan, and safety plan for the children
- Reunification with children or appropriate permanency plan
- □ Drug Court team recommendation

Program Follow-up Expectations

- Continued abstinence and recovery
- Keep children safe and free from abuse and neglect
- Participate in FDTC follow-up contacts and surveys

FDTC Termination Criteria

- A new criminal charge of serious violent activity
- New allegations of serious physical abuse or sexual abuse of a child as defined by state statute
- Parent opts out of program participation
- Participant's continued failure to exhibit an attitude of recovery and/or continued repeated noncompliance with program expectations

RESONSES TO BEHAVIOR—SANCTIONS AND INCENTIVES

To ensure participant's accountability and the safety and well-being of children, the court utilizes motivational strategies for positive behavior change (also known as sanctions and incentives policies). FDTC monitors participants' progress to enforce program expectations and reward positive, healthy behaviors, while considering the best interests of participants, their children, and families. All behaviors have consequences; strategies are implemented fairly, individually, and immediately.

The following is a list of responses utilized by the FDTC:

Sanctions for Inappropriate Choices--

- Reprimand from the Court
- Increased court appearances
- ♦ Increased drug testing
- ♦ Demotion from a level
- ♦ Community service hours
- ♦ Essay writing
- ♦ Jail/Holdover time
- ♦ Termination from the program

♦ Increased time in a level

Rewards for Appropriate Choices--

- ◆ Recognition from the Court
- ◆ Courtroom recognition
- ♦ Certificates of Achievement or Advancement
- Gift certificates
- ♦ Decreased court appearances
- ♦ Decrease drug testing
- Credit toward program fees
- ♦ Level Advancement
- ♦ Increased visitation
- ♦ Unsupervised visitation
- ♦ Goal bowl participation
- Reunification with children
- ♦ Program graduation
- ♦ Dismissal of the dependency case

At each court hearing, participants are subject to consequences based on their performance and program compliance for the reporting period. When participants consistently cooperate in FDTC, they may expect the court to recognize them with rewards. When they fail to comply with FDTC requirements, the court may order sanctions.

The more severe non-compliant behaviors receive the more severe responses. When ordering consequences, the court considers the number of previous consequences, the participant's current level, and the interests of the children. Both compliant and non-compliant behaviors will be addressed, with rewards and sanctions ordered to reinforce the consequences of participants' choices and behaviors.

After attempts to engage the participant have been made, continued non-compliance with program expectations and continued failure to embrace an attitude of recovery may result in consideration for termination from the program.

The FDTC has the power to make orders that:

Return parents' children to their physical and legal custody, Require parents' participation in treatment, both in-patient and out-patient, Increase or restrict parents' contact with their children, Return children to out-of-home placement, or Detain parents in jail.

DRUG TESTING PROTOCOL AND POLICY

Frequent court-ordered testing for alcohol and other drugs in FDTC is essential. An accurate testing program is the most objective and efficient way to establish a framework for accountability and to gauge each participant's progress.

Drug testing will be conducted randomly through an automated color-coded call-in system. The system is already in use with the Jefferson County's Adult drug court, and the family drug court will utilize this system as well. Participants must telephone the system daily and submit to drug tests as directed if their assigned color and level is indicated by the system. The drug tests will be administered by the juvenile office, case manager, and treatment providers assigned to this program. The policy of the FDTC is to use random drug testing as a part of an overall court case program of client recovery. Random testing shall not occur in any set pattern or be scheduled around any event.

Urine toxicology testing will be conducted in a consistent manner assuring appropriate chain of custody and necessary precautions for health and safety purposes, and to guard against tampering. The FDTC will use a combination on on-site urine drug screens, saliva tests, and breathalyzers as administrated by the juvenile office and treatment providers.

Drug testing for each level of the program shall include:

Level I-A minimum of three (3) random drug tests per week.

Level II-A minimum of two (2) random drug tests per week.

Level III-A minimum of two (2) random drug tests per week.

Level IV-A minimum of one (1) random drug tests per week.

Additional testing may be administered when use is suspected.

Urinalysis testing procedures shall cover at a minimum:

- Securing the collection site and assuring randomness of the testing.
- All urinalysis drops must be observed to prevent tampering and sample substitution.
- If the on-site dip-test is positive for drugs, the juvenile officer or treatment provider will confront the participant. If the participant admits to the drug use, the unused portion of the sample will be destroyed. If the participant denies the use, the unused portion of the sample will be secured, stored in a secured refrigerator, and sent to a laboratory for further testing to confirm or negate the positive result. If after laboratory testing the result is positive, all expenses incurred to confirm the positive result will be paid by the participant.

Participants will be given guidelines for appropriate use of prescription and over-the-counter medications. Treatment plans ordered in dependency cases require parents to maintain safe, substance free environments for their children, which allows the court to also request drug tests of those individuals within the household to assess compliance.

PROGRAM FEES

FDTC participants are assessed a \$ 20.00 weekly fee for the duration of their participation for costs associated with drug testing, treatment services, and program administration. For those participants with special financial circumstances, volunteer or community service may be credited toward fees, with prior approval from the team. Credit toward fees may also by used to reward participants positive behaviors. FDTC views the payment of fees as symbolic of participants' investment in their own recovery. When participants assume financial responsibility for their treatment, they enjoy greater benefits.

CONFIDENTIALITY

Any information regarding FDTC participants is bound by Part 2 of Title 42 of the Code of Federal Regulations, which governs the confidentiality of substance abuse patient records, and by Section 211.321 RSMo, which governs the confidentiality of juvenile court records

FDTC files will be established separately from their underlying dependency cases. The court clerk assigned to drug court will maintain the program's files, which are stored in a locked cabinet to be accessed by drug court team members only. The FDTC will contain all signed release forms, participation agreement, status review reports, treatment records, drug testing results, and court orders.

Confidentiality requirements apply to court staffings and hearings. Visitors and guests that attend staffings and hearings are required to sign a confidentiality agreement before observing any FDTC proceeding.

PROGRAM EVALUATION

The court will conduct monitoring, process, and outcome evaluations. Since the court is being newly implemented as a FDTC, self-monitoring is planned for the first six months of implementation with data being presented to the team on a monthly basis. At the conclusion of the six month period, the planning team will meet quarterly to continue self-monitoring efforts. In the early stages of implementation, the team will review data about the number of referrals and participants, participant demographics, services provided, recidivism, and child welfare.

Process Evaluation—The court will conduct annual process evaluations to analyze its procedures for screening, assessment, and case management; program length; drug testing; treatment and collateral services; sanctions and incentives; judicial supervision; graduation; termination; retention rates; drug court team/program coordination; program impact on families; and substance abusing behaviors. An analysis of this data will be used to ensure high quality program management by assessing the court's effectiveness in meeting operational and administrative goals.

Outcomes Evaluation—As funding sources require, the court will conduct an independent outcomes evaluation of the program. Outcome evaluator's will follow-up on

participants' longitudinal child protective services and criminal justice data. They will conduct periodic surveys of family satisfaction/report of experiences and other post-program outcomes at graduation, and again six and twelve months post-graduation. An outcomes evaluation allows the court to assess accomplishments of the families, whether it has met program goals, what services are effective, and projected cost/savings of the program. Based on findings and recommendations of the monitoring efforts and evaluations, the court will make appropriate changes for improvement in its services.